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Pupil Transportation Memorandum

To: Superintendents, Business Managers, and Transportation Supervisors
From: Doug Scott, Director
Date: October 6, 2015
Re: Notice of 2015-2016 Reimbursement Matrix Update

We are currently reviewing the **2015-2016** transportation reimbursement matrix.

Please note some of the updates:

- 1) Increase of tool allowance to \$500 per technician; no preapproval required but tool account still needs to be maintained
- 2) Increase of cell phone allowance to \$50 per phone; up to two cell phone maximum totaling \$1,200 per year
- 3) Increase of data allowance to \$35 per month totaling \$420 per year
- 4) Software and hardware used for maintenance diagnostics, routing, and student accountability. This is still subject to the annual pre-approval process for initial purchases and software and hardware updates. It will be reimbursed at 50%.

Please contact this office should you have any questions.